

## **NEW SALON APPLICATION CHECKLIST**

Please use the following as a guide when preparing for your New Salon Inspection and completing your application. Your salon cannot be inspected until all items have been completed on the front of this application. **Print all information** that is required on the application & **write distinctly** in the spaces provided. All payments must be in the form of a **cashiers check or money order. NO CHECKS** will be accepted as payment. All signatures on the application must be originals no copies or faxes will be accepted.

**All unlicensed owners must have a licensed cosmetologist as manager on file at all times, you will be given 10 days to make a manager change, after that time you can be subject to penalties and fines. Below you will find several Regulations, please review.**

**317A.050 4(A) Fees & Qualifications for license**

**201 KAR 12:100 Sanitation Standards**

**Sec 9 (2) Less than "A" failure to comply**

**201 KAR 12:060 Inspections**

**Sec 4 (2) O/M responsible for compliance**

### **BEAUTY & NAIL SALONS**

Wet & Dry Sterilization

Plumbing installed (Beauty Salon) Shampoo bowls require Vacuum Breaker

Plumbing installed (Nail Salon) Separate Basin besides Bathroom

Covered Waste Containers

Closed Container for Clean & Dirty Towels

Salon set up and ready to open

### **ESTHETIC SALON**

Sharps Container

Hospital grade Disinfectant

70 % Alcohol for EVERY Station

Gloves, Disposable Applicators, Antiseptic

Privacy for Changing

Steamer for Towels

Covered Waste Containers

Closed Container for Clean & Dirty Towels & Linens

Plumbing Installed – One (1) Sink for each Work Area

Salon set up and ready to open

### **GENERAL INFORMATION**

- Acquire Occupation or Business License from City or County your salon is located in.
- Owner and Manager must sign New Salon application.
- Planning and Zoning must sign the New Salon application.
- State plumber must sign the New Salon application.
- Salon Cosmetology Inspector must sign your application. This will indicate you have complied with the KBHC state regulations to open your salon. Your Inspector's name and number can be found on the upper left hand corner of your application.
- Submit completed Salon Application to the address located on the front of your application with cashiers check or money.

**SALON CANNOT BE OPEN FOR BUSINESS UNTIL INSPECTION HAS BEEN COMPLETED, SALON LICENSE ISSUED & POSTED IN THE SALON WITH INSPECTION REPORT.**